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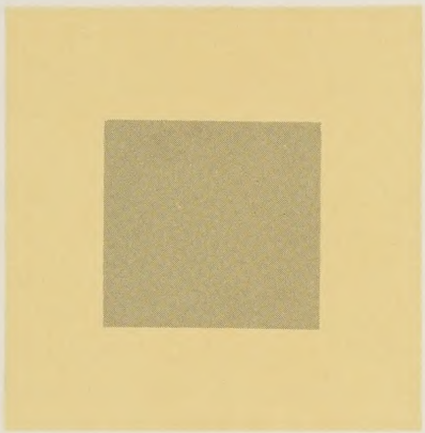

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O R I E N T A T I O N B U L L E T I N

FOR THE USE OF THE PARTICIPANTS OF

THE SUMMER COURSES IN ART

115 WINONA DRIVE, TORONTO

July 7 - August 8 - 1969

WELCOME The principals and staffs of the summer courses in art sponsored by the Ontario Department of Education once again are pleased to welcome teachers to another summer session.

As usual a wide choice of work units is available to all students.

Students will select four units, one of which must be a Picture-Making unit. Do not elect more than two Picture-Making units. Try to fit a Craft unit into your course if at all possible. The lecture unit is compulsory for all students. A detailed outline is given of each course. You may discuss your choice of units with the instructors on opening day.

The Toronto course has grown to such an extent, that Elementary and Intermediate 1 courses will be given at Winona Senior School. You will find each instructor outstanding in his or her particular field -- and most willing to help you in any way possible. Feel free to visit other units to realize the extent of the art programme.

Summarize the gaps in your knowledge about art. What do you think you should know to be more proficient in your work as a teacher of this subject?

Think of the grades you teach and the programme of studies you follow. Select activities which would lend themselves to strong correlations with the lives of the children under your charge and, hence, would improve the general learning situation in your school.

Units of work are exploratory and intended to allow students to discover their abilities, to define their interests, and to give them techniques which have immediate application to the classroom.

SUMMER COURSES IN ART

F O R M A

(This is a valuable document - do not lose it)

Name _____

Certificate _____

City _____

FOR STAFF USE

Checked by:

APPROVED TIMETABLE

Initials _____ UNITS OF WORK Initials _____

Date	July 8 to July 15 a. m.	p. m.	Date	July 16 to July 23 a. m.	p. m.
Unit No.			Unit No.		
Staff Member			Staff Member		
Room No.			Room No.		

Initials _____ Initials _____

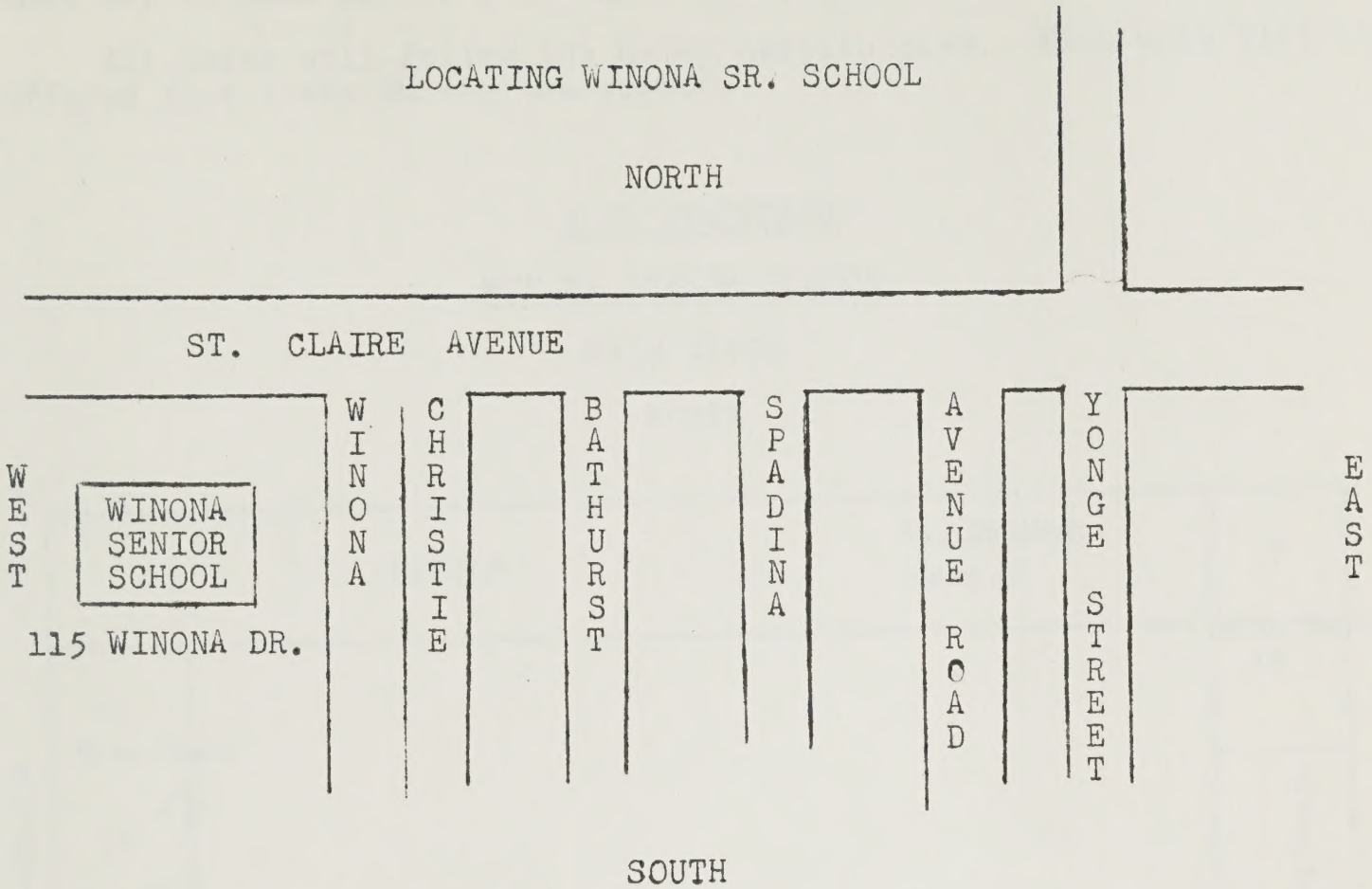
Date	July 24 to July 31 a. m.	p. m.	Date	Aug. 1 to Aug. 8 a. m.	p. m.
Unit No.			Unit No.		
Staff Member			Staff Member		
Room No.			Room No.		

LECTURES

Unit No.	Time	Date of Lectures	Room No.

..... page 2

LOCATING WINONA SR. SCHOOL



All students must bring their own scissors as well as any materials that may be used in the four units selected.

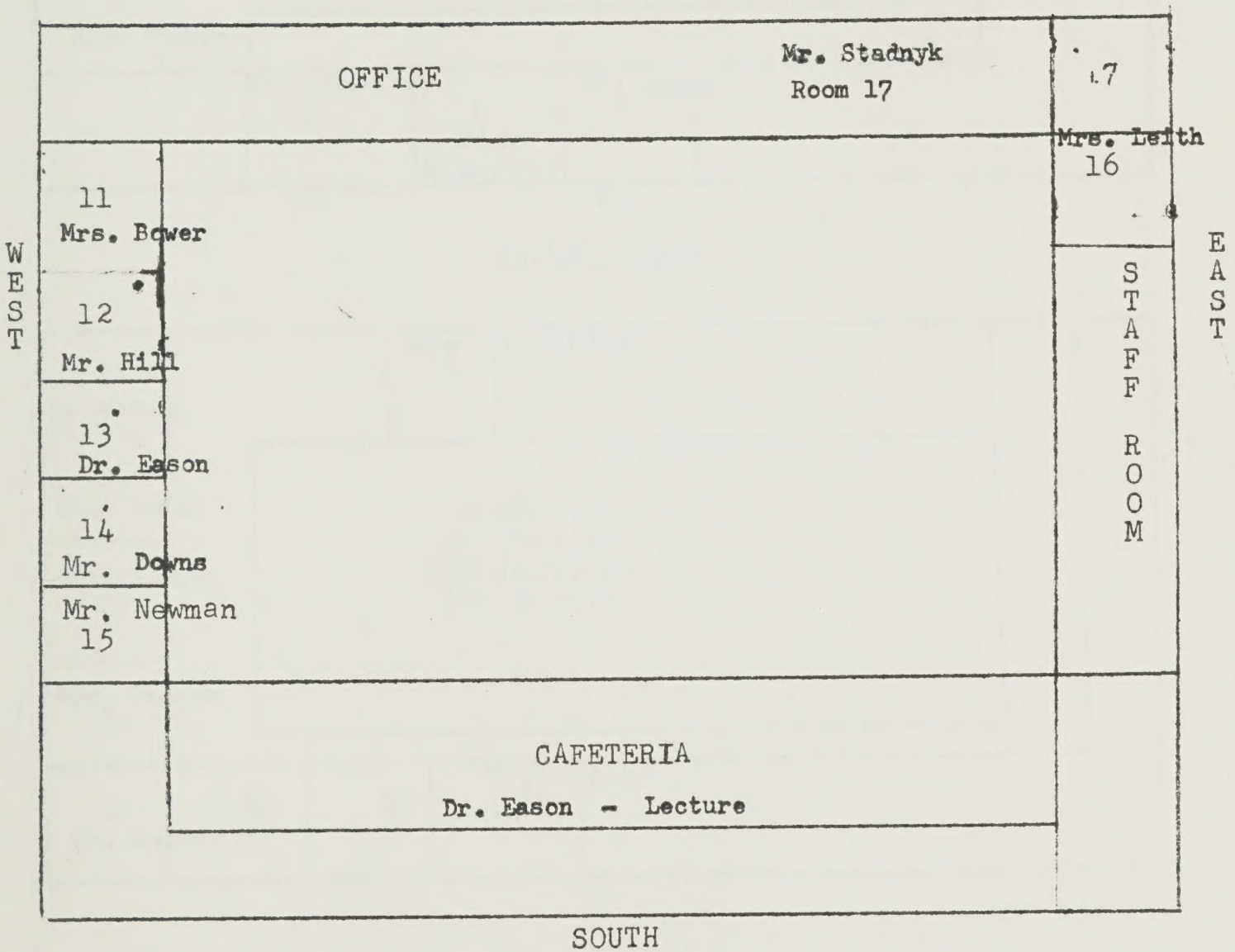
All units will follow the 6-day session plan. Each unit will be offered four times during the summer.

ROOM PLACEMENT

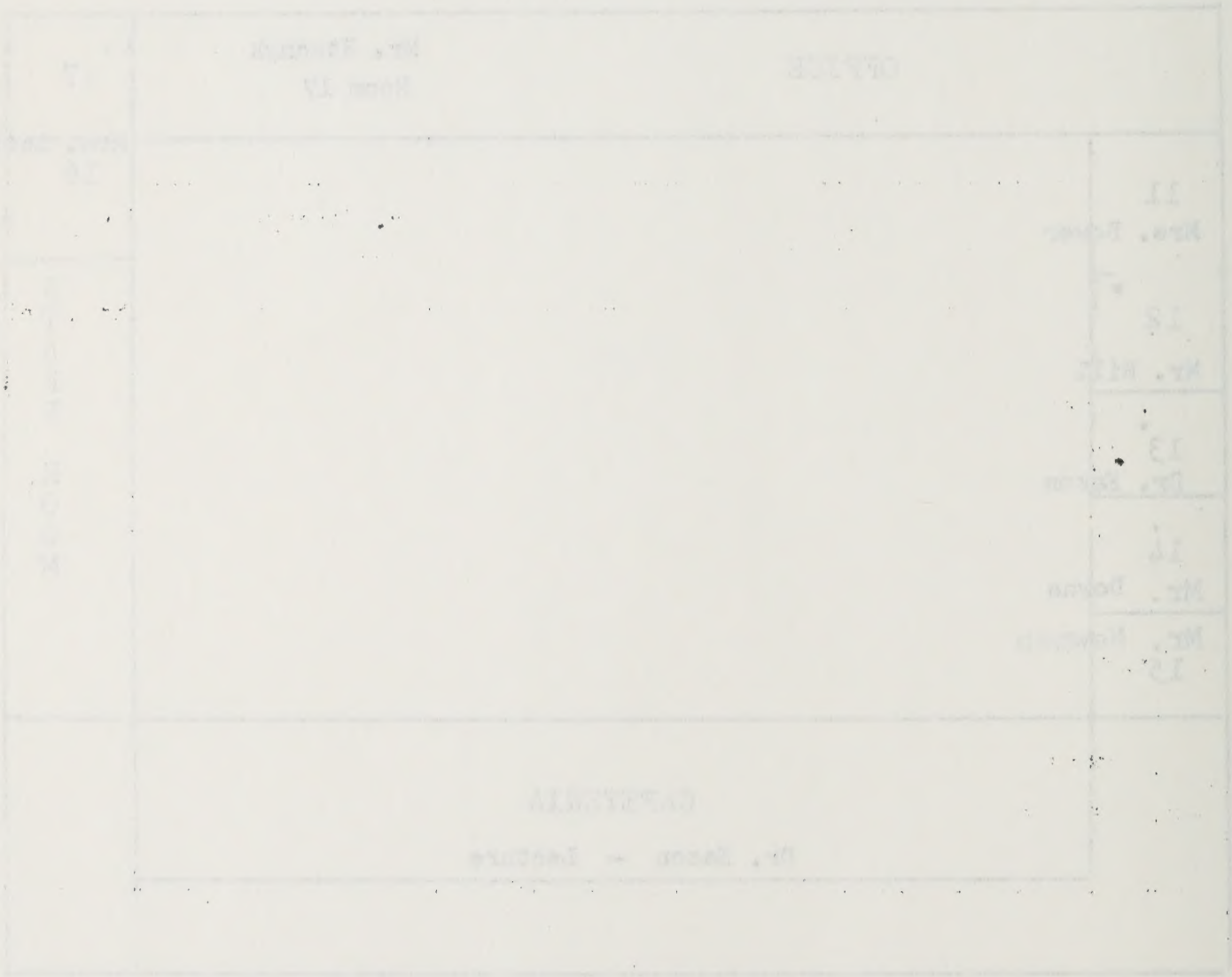
WINONA SENIOR SCHOOL

MAIN FLOOR

NORTH

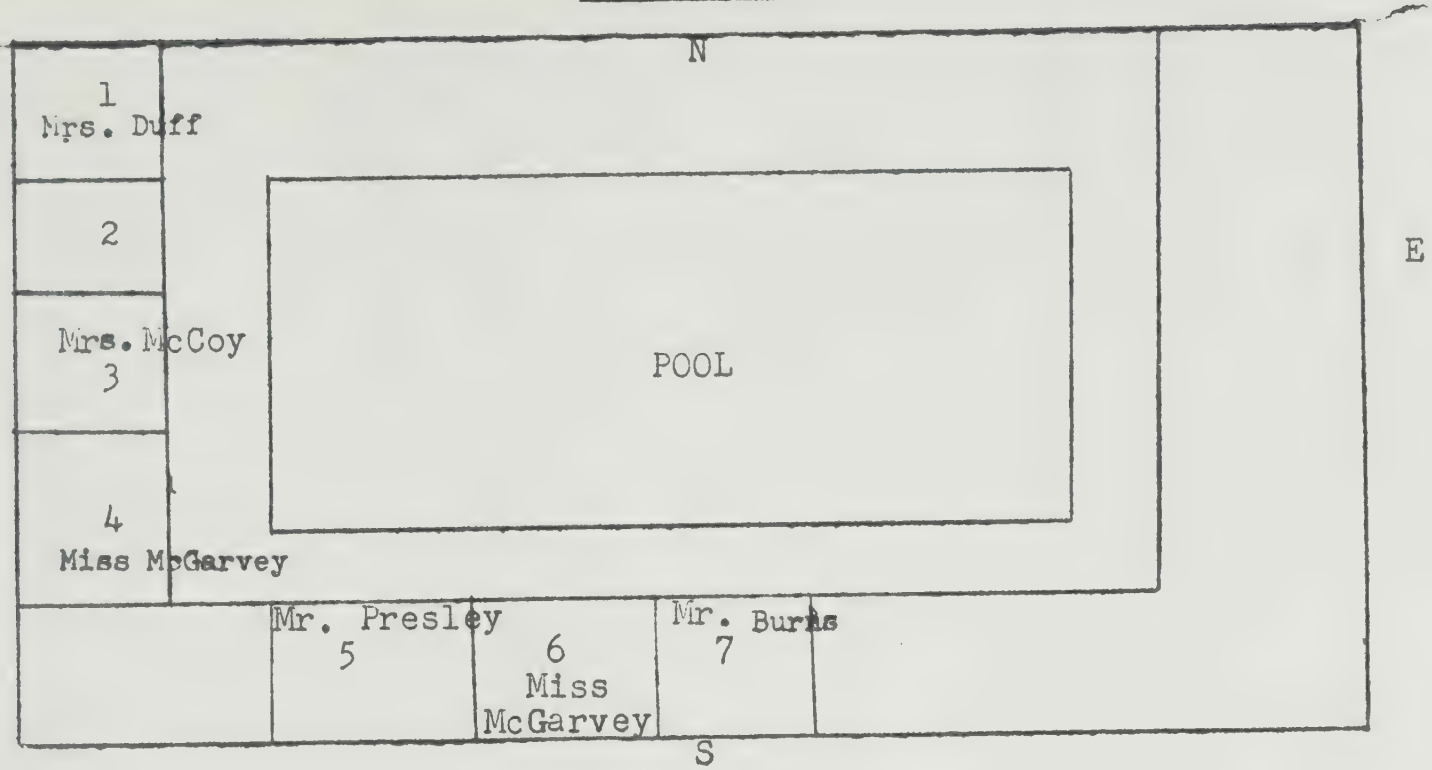


SOUTH

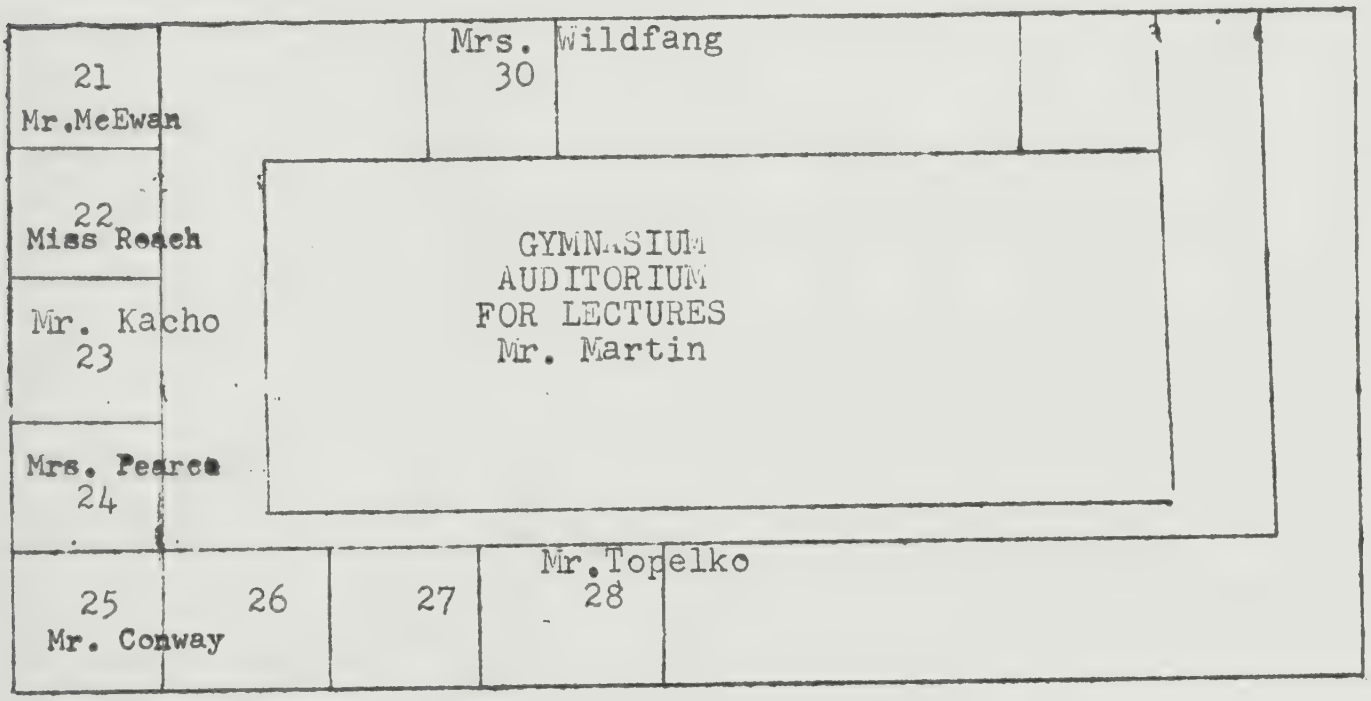


ROOM PLACEMENT * WINONA SR. SCHOOL

LOWER LEVEL



SECOND FLOOR



6 - DAY SESSION PLAN

Day Number	1	2	3	4	5	6	
	July 8	9	10	11	14	15	1st 6-day session
	16	17	18	21	22	23	2nd 6-day session
	24	25	28	29	30	31	3rd 6-day session
	Aug. 1	4	Aug. 5	6	7	8	4th 6-day session

WHAT TO DO JULY 3 AND 4

JULY 7
8:30 a.m. to 12 noon

The opening day of the summer session will be devoted to registration and orientation. Bring your Form A, which is your guarantee of your enrollment in the various units.

(1) Everyone upon arrival, go to the registration desk on the main floor. Signs will direct you to the right place. Present your Letter of Admission.

(a) Pay the $5 supply and activity fee in cash.

(b) Obtain your Progress Record Card. Elementary or Intermediate 1.

(c) See that your card has marked on it the $5 fee you have paid and that it is initialled by the staff member who accepts your money. (You will receive an official receipt on the first day 6 - July 15).

(2) Tour the school and view the displays.

(3) Check your classes:

(a) See your staff members to insure that you are on their class lists.

(b) Your staff members must initial your Form A.

(c) Do not check with lecturer until July 8.

(4) Fill out the heading of your progress record card in CAPITAL letters. Students in Holy Orders should give both religious community name and lay name. Department of Veteran's Affairs (D.V.A.) students should write their branch of service and service numbers on their cards.

(5) See your staff members to insure that you are on their class lists.

(6) Submit to the Office:

(a) Your letter of admission.

(b) Your Progress Record Card.

(c) Your Form A with the initials of your staff member for the four units.

(7) For your reference, copy a completed program on Form A in your Orientation Bulletin. - (See Page 2)

Until your forms are filed in the office, you are not officially enrolled.

CHEQUES ARE NOT ACCEPTABLE ON REGISTRATION DAY.

DO NOT ARRIVE BEFORE 8:30 A.M.
You need have no fear of losing your place in a unit provided you have registered correctly in advance and have your Form A.

July 9

Morning: 8:00 a.m.

Students go to the Auditorium where you will meet the principal and staff, and will be given final instructions.

11:15 a.m.

Lecture sessions will begin.

Afternoon: 1:00 p.m.

Students may return to classrooms to work on their own.

Classrooms will close at 4:00 p.m.

August 8

ALL students come in the morning only to put rooms in order and to receive their cards.

THE "6 - DAY SESSION PLAN"

The timetable of the units of work has been arranged so that students may enjoy a maximum of choice. Work units operate upon a 6-day plan. Time during the summer is divided into four 6-day blocks or sessions.

Staff members, whose units of work follow this timetable, open their classes on each day 1 and close them on each day 6. In this way, a unit of work may be offered four times during the summer.

The lecture units, taking only a small fraction of each day, are arranged so that they are independent of the 6-day plan.

SELECTING A PERSONAL PROGRAMME

(1) <u>If you are working toward an Elementary Certificate</u>

(a) It is compulsory for you to elect one picture-making unit and lecture unit Tb-121. If you select more than one picture-making unit, make sure that the units in question are not repetitions of one another. DO NOT ELECT MORE THAN TWO PICTURE-MAKING UNITS.

(b) Select a craft unit or a design unit.

(c) Select any two other units TB-100 to TB-150.

SUMMARY FOUR UNITS AND A LECTURE COMPLETE A SUMMER COURSE. YOU MAY ELECT ANY WORK UNIT FROM TB-100 TO TB-150 BUT YOU SHOULD NOTICE THAT UNITS NUMBERED IN THE TB-100'S ARE EXPLORATORY, WHILE THOSE NUMBERED IN THE TB-200'S ARE MORE ADVANCED AND GREATER PROFICIENCY ON THE PART OF THE STUDENTS IS EXPECTED. ONE PICTURE-MAKING UNIT IS OBLIGATORY (UNITS TB-100 TO TB-104) AND THE LECTURE UNIT TB-121. THREE HOURS PER DAY IS THE MINIMUM ATTENDANCE FOR STUDENTS DESIRING AN ART CERTIFICATE.

(2) If you are working toward an Intermediate Certificate, Part I

You have enjoyed previous experiences in art education. You have explored several fields or design and have probably begun to develop a personal point of view (or philosophy) about art and the teaching of art. Because of this background, you are in a better position to begin to specialize. The following suggestions are offered to help you select a programme leading toward the Intermediate Certificate.

(a) TB-[illegible] is a compulsory Lecture Unit. Select some work similar to that in which you enjoyed the most success in previous units.

(b) Select a programme which includes both two and three-dimensional work.

(c) It is advisable for students in the second, third or fourth year to attend a unit dealing with design, such as unit TB-150, or the more advanced unit TB-250.

(d) Study the prescriptions of the units of work being offered for exploratory purposes, units TB-100 to TB-150. They may contain some work which you have not previously explored. If you feel that they offer activities which would be practical to you, it is suggested that you include these activities in your timetable.

SUMMARY YOU MAY ELECT ANY UNIT OF WORK FROM TB-100 TO TB-250. MINIMUM ATTENDANCE LEADING TO CERTIFICATION IS THREE HOURS EACH DAY.

STAFF - UNITS OF WORK - ROOMS - TIMES

Tokaryk, J.J. Mr., B.A. Art and Crafts Specialist, Art - Music - Mathematics, Director, Highland Park H.S., Master Teacher - Art, Collegiate Institute Board, Ottawa, Ontario.	PRINCIPAL of Summer School
Wildfang, Mrs. Vivian, Vice-Principal, Art Instructor, Hillside Senior School, Oakville, Ontario.	PICTURE-MAKING (K-1-8) Counsellor, Unit TB-104, Room 30, 8-11:10 a.m. Sessions 1-2-3 only.
Bower, Mrs. Frances Television Teacher, Ottawa Public Schools, Ottawa, Ontario.	PICTURE-MAKING (K-1-2-3) Counsellor, Unit TB-100, Room 11, 8-11:10 a.m.
Burns, Mr. G. Director of Art, Brantford Public Schools, Brantford, Ontario.	ELEMENTARY POSTER MAKING Counsellor, Unit TB-112 (a), Room 7, 8-11:10 a.m.
Conway, Mr. G., Director Art Education, Ottawa Separate Schools, Ottawa, Ontario.	PICTURE-MAKING (1-6) Counsellor, Unit TB-102, Room 25, 8-11:10 a.m.
Downs, Mr. A. Art Consultant, Board of Education, Borough of North York, North York, Ontario.	ELEMENTARY DESIGN Counsellor, Unit TB-150, 1st and 2nd Sessions, Unit TB-250, 3rd and 4th Sessions, Room 14, 8-11:10 a.m.
Duff, Mrs. Jean, B.Sc., M.Ed., Art and Crafts Specialist, Head, Vocational Department, Eastdale Vocational School, Toronto, Ontario.	MISCELLANEOUS CRAFTS For slow learners, Instructor, Unit TB-114, Room 1, 8-11:10 a.m.
Eason, Dr. M., A.F.A., B.A., M. ED., ED.D., Professor of Art, Edinboro State College, Edinboro, P.A., U.S.A.	LECTURE UNIT TB-222, July 8 - July 31, Cafeteria 11:15-12:15 PICTURE-MAKING (K,1-4) Unit TB-101 Sessions 3 and 4 only, Room 13, 8-11:10 a.m.

Hill, Mr. A.S., Principal, Warren Park Junior Public School, Toronto, Ontario.	PICTURE-MAKING (1-6) Counsellor, Unit TB-102, Room 12, 8-11:10 a.m.
Kacho, Mr. A., A.O.C.A., Art Instructor, Denis Morris High School, St. Catherines, Ontario.	ELEMENTARY DRAWING Counsellor, Unit TB-111, Room 23, 8-11:10 a.m.
Leith, Mrs. Olga On Leave, Nepean School Board, Ottawa, Ontario.	ELEMENTARY LEATHER Instructor, Unit TB-136 Sessions 1-2-4 Unit TB-236 Session 3 Room 16, 8-11:10 a.m.
Martin, Mr. T., B.A., B. Paed., Inspector of Schools, County of Peel, Bd. of Ed., Vice-President C.S.E.A.,	LECTURE Unit TB-121 July 8 - July 23 Auditorium 11:15 - 12:15
McCoy, Mrs. Joan Art Teacher, D. Roy Kennedy Public School, Ottawa, Ontario.	ELEMENTARY PRINTING TECHNIQUES Instructor, Unit TB-145(a) ELEMENTARY LINOLEUM PRINTING Unit TB-145 4th Session only, Room 3, 8-11:10 a.m.
McEwan, Mr. C. Assistant Supervisor, Art and Crafts, North York Board of Education, Toronto, Ontario.	PAPER SCULPTURE Instructor, Unit TB-138 Room 21 8-11:10 a.m.
McGarvey, Miss Eva Ceramic Consultant, Ottawa Public Schools, Ottawa, Ontario.	ELEMENTARY CERAMICS Instructor, Unit TB-135, Sessions 1-3-4 Unit TB-235, ADVANCED CERAMICS 2nd Session only Room 4, 8-11:10 a.m.
Newman, Mr. J., A.O.C.A., Instructor - Drawing - Painting, College of Art, Toronto, Ontario.	ELEMENTARY WATER COLOUR PAINTING Counsellor, Unit TB-113, Room 15, 8-11:10 a.m.

Pearce, Miss Lenore Art Consultant, Waterloo Board of Education, Waterloo, Ontario.	PICTURE-MAKING (K-1-2-3) Counsellor, Unit TB-100, Room 24, 8-11:10 a.m.
Presley, Mr. I.L., Art Teacher Gowling Public School, Ottawa, Ontario.	ELEMENTARY PUPPETRY Instructor, Unit TB-137(a) Room 5, 8-11:10 a.m.
Roach, Miss Yvonne Head, Art Department, Bishop Ryan High School, Hamilton, Ontario.	PAPER SCULPTURE Instructor, Unit TB-138 Room 22, 8-11:10 a.m.
Stadnyk, Mr. W.S., Head, Art Department, George S. Henry S.S., North York, Ontario.	ELEMENTARY DESIGN Counsellor, Unit TB-150 Room 17, 8-11:10 a.m.
Topelko, Mr. J., A.O.C.A., Head, Art Department, Canterbury High School, Ottawa, Ontario.	LEARNING TO DRAW THE HUMAN FIGURE Counsellor, Unit TB-110, Room 28, 8-11:10 a.m.
Mack, Miss Lianne Carleton University, Ottawa, Ontario.	SPECIAL STAFF MEMBER, Secretary, Receptionist.
Hogg, Alasdaire, Sr. High School Student, Toronto, Ontario.	SPECIAL STAFF MEMBER Supplies, Assistant Secretary.

E X P L O R A T O R Y U N I T S

TB100 Picture-Making (K., Grades 1,2,3)

A study will be made of art activities and techniques suitable for pupils in kindergarten and those in grades 1,2 and 3. The relationship of art to the general kindergarten programme and to the programme in the junior grades will receive attention. Emphasis will be placed upon picture-making.

Daily 8 to 11:10 a.m.
Follows the 6-day session plan

Mrs. Lower
Room 11

Miss Pearce
Room 24

TB101 Picture-Making (K., Grades 1,2,3,4)

A Study will be made of art activities a nd techniques suitable for pupils in grades 1,2,3 and 4. The Kindergarten will be discussed as a basis to the theory studied. Discussion dealing with the natural modes of expression at the lower age levels will be held. Particular emphasis will be given to picture-making in two and three dimensions.

Daily 8 to 11:10 a.m.
Follows the 6-day session plan
3rd-4th sessions only.

Dr. Eason
Room 13

TB102 Picture-Making (Grades 1 to 6)

A study will be made of art activities and techniques suitable for pupils in grades 1 to 6. Theory and practice will emphasize picture-making. Group work will be included.

Daily 8 to 11:10 a.m.
Follows the 6-day session plan

Mr. G. Conway
Room 25

Daily 8 to 11:10 a.m.
Follows the 6-day session plan

Mr. A.S. Hill
Room 12

TB104 Picture-Making (Grades 1 to 8)

This unit will deal with picture-making in the junior and intermediate grades. A study will be made of the normal modes of expression of pupils in these grades. Areas of discussion and practice will include the elementary school art programme, methods, individual and group activity, handling of basic art materials, a variety of techniques and a study of design as applied to picture-making. Emphasis will be directed towards grades 5 to 8.

Sessions 1-2-3 only — Mrs. Wildfang
Daily 8 to 11:10 a.m. — Room 30
Follows the 6-day session plan

TB110 Learning to Draw the Human Figure

This unit is planned to help teachers draw the human elementary figure. The stress will be on proportions as well as techniques in life drawing. This unit has been simplified and is presented in a logical, step by step manner to facilitate easy comprehension and application of a seemingly difficult subject. During each six-day session a variety of media and techniques will be utilized.

Daily 8 to 11:10 a.m. — Mr. J. Topelko
Follows the 6-day session plan — Room 28

TB111 Elementary Drawing

This unit offers a 6-day preliminary but detailed exploration of the elements of drawing. This will include a wide range of materials in relation to varied subject matter. There will be an emphasis on outdoor sketching, still life, figure drawing, imaginative composition and creative drawing. This unit is especially recommended as a background for advanced drawing and painting units.

Daily 8 to 11:10 a.m. — Mr. Kacho
Follows the 6-day session plan — Room 23

TB112a Elementary Poster-Making and Bulletin Board Techniques

This one-week unit will consist of brief lectures and practical experiments in poster-making. A study will be made of lettering, design and content as applied to the poster. Media used will be tempera and ink and coloured papers. Bulletin board arrangement will also be studied.

Daily 8 to 11:10 a.m. Mr. Burns
Follows the 6-day session plan Room 7

TB113 Elementary Water Colour Painting

This unit offers a 6-day exploration of water colour painting. Emphasis will be placed on outdoor sketching, still-life, and non-objective work in various media, before rendering such studies into water colour paintings.

Daily 8 to 11:10 a.m. Mrs. J. Newman
Follows 6-day session plan Room 15

TB114 Miscellaneous Crafts

This unit will emphasize experiences for children in elementary school grades, stressing inexpensive and salvage materials, which the children can use. ç

Daily 8 to 11:10 a.m. Mrs. Duff
Follows the 6-day session plan Room 1

ç Materials will be provided, but those students planning to take the unit are advised to bring scrap and salvaged materials (which can be easily carried) such as plastic and foil containers of all kinds, small boxes -- pill, toothpaste, aspirin, salt, buttons, beads, materials, and natural objects such as seeds, nuts, pinecones, etc.

TB121 Elementary Pedagogy

This unit comprises a series of lectures and general discussions on elementary pedagogy, philosophy and psychology with special reference to the teaching of art. Such topics as the characteristics of contemporary education, the individual and society, supervision, the enterprise, the learning process, objectives in art teaching, the democratic concept of education will be discussed with the object of developing an insight into and understanding of the role of the teacher of art as an educational leader in his community. This unit is prerequisite for all students who wish to receive an elementary certificate. The textbook is: Charles D. Gaitskell. Children and Their Art (Toronto: Longmans, 1958). May be purchased at office.

Daily 11:15 to 12:15 — Mr. T. Martin
July 8 to July 23rd inclusive — Auditorium

Checking with the staff member offering this unit should be done on July 8 and not on registration day.

TB135 Elementary Ceramics

This unit will include methods of hand-building pottery, practical glazing techniques, design and decoration in relation to pottery, and firing techniques. The relationship of ceramics in the art activities in elementary and secondary schools will be discussed.

Daily 8 to 11:10 a.m.
1st and 3rd and 4th 6-day sessions — Miss E. McGarvey
Room 6

TB136 Elementary Leatherwork

A study will be offered of creative leather work. Special attention will be given to creative designing and pattern-making. Leather will be supplied for the making of small objects.

Daily 8 to 11:10 a.m.
1st, 2nd and 4th 6-day sessions — Mrs. Leith
Room 16

N.B. Students may take TB-236 Advanced Leather in Session three.

TB137a Elementary Puppetry

This unit will include a study of puppets, marionettes, shadow puppets, push puppets, and rod puppets. These figures will be produced from a number of materials, and students will learn how to operate them. Various types of puppets and marionettes will be made which will be suitable for pupils in all grades from 1 to 12. Students will participate in the production of plays involving the use of all the above puppets.

(Materials will be provided, but those students planning to take the unit are advised to bring odds and ends which might supplement the materials supplied. Materials such as bright cloth in a variety of textures, scraps of felt, fur, leather, old socks and stockings, old jewellery, and trimmings might be brought.)

Daily 8 to 11:10 a.m. Mr. I. Presley
Follows the 6-day session plan Room 5

TB138 Elementary Paper Techniques

In this unit the student will learn to use paper creatively. The work to be explored will include the use of paper in ways other than that of merely supporting flat work. The three-dimensional use of paper will be emphasized, and the use of torn paper, paper line compositions and paper mosaics will be considered. The work will be suitable for grades 4 to 10.

Daily 8 to 11:10 a.m. Mr. McEwan Mrs. Roach
Follows the 6-day session plan Room 21 Room 22

TB145 Elementary Linoleum Work

A study will be made of single block linoleum cutting and printing. Printing will be done on paper and textiles.

Daily 8 to 11:10 a.m. Mrs. J. McCoy
Only 4th 6-day session Room 3

TB145a Printing Techniques

This unit will deal with the techniques of cutting and printing, using potatoes, cardboard and linoleum. Printing will be done of paper and textiles. Teachers are requested to bring a small sharp knife and scissors.

Daily 8 to 11:10 a.m.
Follows 6-day session plan — Mrs. J. McCoy
1st-2nd-3rd sessions. — Room 3

TB150 Elementary Design

This is a unit dealing with theories of design. This unit is devised to give art teachers an understanding of some of the basic theories and ideas underlying design in the wider meaning of the term. Though not a unit on how to design particular things, it should help the teacher to apply or to recognize sound design in a variety of art products. Attention will be given to planning a class programme of art activities to give pupils experience in the elements of design through self-expression. (e.g. activities involving line, shape, colour, texture, etc.)

8 to 11:10 a.m.
Follows the 6-day session plan — Mr. Downs
1st and 2nd sessions only — Room 14

Daily 8 to 11:10 a.m. — Mr. Stadnyk
Follows the 6-day session plan — Room 17

TB222 History of Art

This unit will consist of an examination of the historical development of art and its effect upon contemporary architecture, industrial design and painting. Considerable time will be devoted to discussion relative to the development of modern schools of design. The course will be somewhat similar to the Grade 13 Art History Course.

Daily 11:15 to 12:15 a.m. — Dr. Eason
July 8 - July 31 inclusive — Cafeteria

Checking with staff member offering this unit should be done on July 8 and not on registration day.

TB235 Advanced Ceramics

This unit will include more advanced experience in building, decorating and glazing pottery. Some attention will be given to contemporary pottery and modern trends in ceramic sculpture. Students must have taken Unit TB135 before taking Unit TB235.

Daily 8 to 11:10 a.m. — Miss E. McGarvey
2nd session only — Room 6

TB236 Advanced Leatherwork

A study will be offered of creative leather work including a consideration of leather carving. The first day will be devoted to a thorough review of the various ways of dealing with leather. Students taking this unit may devote the entire time to making a large project such as a handbag, brief case, etc.

Daily 8 to 11:10 a.m. — Mrs. Leith
3rd session only — Room 16

TB250 Advanced Design

This is a one week unit dealing with theories of design. Activities will include design in two and three dimensions.

8 to 11:10 a.m. — Mr. Downs
3rd and 4th sessions only — Room 14

WHEN YOU FINISH A WORK UNIT

At the close of each unit of work you have a number of things to do:

(1) Each student has a progress record card which he obtained upon registration. These cards have spaces for a record of activities explored under the guidance of the staff members. On the last day, get your card between 8 and 9 a.m. and 1 and 2 p.m. Each group will be told when its cards are available. The cards are placed in alphabetical order on tables in the library.

(2) Write a short description of the work you have completed in the proper spaces on the record card.

(3) Take your card, together with the work you have completed, to the staff member for his appraisal. Your staff member will then write a short statement of your progress and will sign the card. It is your privilege to know what the staff member says about your progress. In this way, you will always know how well you are succedding in your work.

(4) Leave your record card with the staff member. If you have classes with two staff members in one day, leave the card with the one you visit last in the day.

(5) Take your notebook to your staff member and have him initial it.

WORKING AT YOUR PROGRAMME

STANDARD OF WORK

Students are often concerned about the standard of excellence they should reach in their manual work. How proficient should you be in art? It is felt that in the brief time allotted to the elementary units, students should have as broad a survey of activities as possible, and should not spend too much time trying to perfect any one technique.

No one expects you to become an artist in a preliminary summer course. All the staff hopes is that you may have experiences which will enable you to become a better teacher. Therefore, do not repeat work just to perfect a skill. Skill is useful to have, but if you want to achieve it, practice between the end of this summer session and the beginning of the next session.

Once you have mastered enough of a technique to use it in a classroom, decide without delay your next field of exploration.

PRESCRIBED READING

With the exception of the lecture unit, there is no "prescribed reading" for the units of work. An intelligent person reads a book to answer questions which have arisen during his experience. Probably no two persons will want to find the answers to exactly the same questions, and it would seem, under the circumstances, to be wasteful of time and energy to do "prescribed reading".

WRITTEN ASSIGNMENTS

What has been said concerning "prescribed reading" applies also to "written assignments". With the exception of the lecture unit, there are no "written assignments" attached to the work units. If the participant wishes to write on any topic in order to clarify his thinking or to help him to recall useful information he has discovered, he will do his writing in his notebook for his own benefit, and not as a proof of work done.

EXAMINATIONS

Counsellors and instructors do not set examination papers. Lecturers, however, may give short tests throughout their units or may set a final paper. They may, on the other hand, summarize a student's progress by means of "term's work" or in any other manner they may wish to choose.

NOTEBOOKS

Students are expected to keep notebooks during the summer session. Your notes (suitably illustrated) should contain such information as will be valuable to you when you return to your teaching position. Write only that which is necessary and useful. The following items are suggested:

(1) Short descriptions of new techniques learned, including the materials and tools involved.

(2) Suggestions for correlations of these techniques with other areas of school life.

(3) A brief summary of valuable theory (both of aesthetics and of methodology) connected with the techniques which your co-workers and your staff members have contributed.

(4) An outline of the problems discussed by lecturers which are of importance to you.

(5) Short accounts of any reading which may have bearing upon the topics outlined in your notebook.

GENERAL ANNOUNCEMENTS

ART GALLERY OF TORONTO

The Art Gallery of Toronto, offers students at the summer courses the privilege of visiting the gallery free of charge upon presentation of identification. Identification slips are available at the office of the summer school, or students may show receipts for fees after the first day 6.

NOON-HOUR ACTIVITIES

Activities of various kinds are arranged for the noon hours, 12.20 to 12.45. Musical programmes will be arranged and the talent of students will be solicited. Films are shown in the auditorium on each day having an even number, and deal with both art and general topics. Puppet shown will also be offered.

CSEA TRADE FAIR

Each year a special display of all the leading brands of art supplies is arranged in co-operation with various firms. The fair is sponsored by the Canadian Society for Education through Art for its patron members. In sponsoring the fair, the Society endorses the firms displaying materials. The fair will be held in the College on July 15.

INSTRUCTORS' COMMENTS MIGHT CONSIST OF THE FOLLOWING:

EXCELLENT - meaning that the student is most co-operative, creative and open-minded, seems to have a grasp of the essentials of contemporary art education, produced work which is outstandingly well designed, and attacks problems with considerable intellectual vigour.

COMPLETE - meaning that the student is co-operative, produces work which is reasonably well designed, is not unreasonably opposed to contemporary trends in art education, and goes about the work on hand with reasonable self-reliance; works to capacity.

INCOMPLETE - meaning that the student is unintelligently opposed to contemporary trends in art education, shows strong signs of laziness, produced copied work or work which is very badly designed; is resentful of change. Some staff members may make other comments.

CAFETERIA

The cafeteria is operated at the lowest possible cost. A "paper service" is used both for quietness and cleanliness. Refreshments are served each day from 9.50 a.m. to 3.15 p.m. Specified times are arranged for morning and afternoon "snack" periods to avoid congestion in the cafeteria.

Students and staff members should, if possible, go to the cafeteria according to the following schedule:

Lower Floor	9.50 a.m. & 2.50 p.m.
Main	9.55 a.m. & 2.55 p.m.
Second	10.00 a.m. & 3.00 p.m.

PARKING

There are parking facilities at the school for students. Certain areas are reserved for staff members' cars.

SMOKING

Because of fire hazards associated with art materials, there is a strict "No Smoking" law inside the building.

VOLUNTARY STUDY

The building will be open from 7.30 a.m. until 5 p.m. Students may work at various activities of their own choice during this time. The library will be open for quiet study.

TOOLS AND SUPPLIES

Owing to the high cost of art supplies, students are asked to be particularly careful not to be wasteful of any materials. Every student is urged to bring a pair of scissors, since no scissors will be supplied. Sufficient quantities of all other tools and supplies for normal activities are available at no extra cost above the $5 supply and activity fee. Should a student require larger than usual quantities of any material, an extra charge would be made.

STUDENTS' ABSENCE

It will be realized that even one day's absence is a serious matter in a concentrated summer session such as this. Students who wish to obtain an art certificate may not be absent from any written on Form A. Should illness prevent a student from attending class, a doctor's or dentist's certificate must be presented upon return to the summer session.

PURCHASE OF BOOKS AND PRINTS

A number of publications on art can be bought at the sales desk of the Art Gallery of Toronto. Some prints of paintings are also available from the same source.

SOCIAL PROGRAMME

An organized programme of social events, including dances and tours to points of interest, is arranged. Students will be notified of these events at the beginning of the summer session.

EVALUATING THE SUMMER SESSION

No matter how thoughtfully a summer session of this kind is planned, there is always room for improvement. Students, who are people with the greatest insight into the success of the courses, are asked to evaluate the existing organization. They should suggest means of improving present conditions whenever a practical idea occurs to them. Many of the present arrangements at the art courses are based upon the suggestions offered by students at former summer sessions.

EXHIBITOR'S DISPLAY

of

ART MATERIALS

TO BE ANNOUNCED